

Agenda for APC Meeting

Wednesday November 8, 2017

Hope you can all join us for the call. Our call will begin at 2:00 Eastern, 1:00 Central, 12:00 Mountain, and 11:00 Pacific.

Minute Taker: Kasia Panczyszyn

Attended:	Absent:
Cindy Swanson	Kerryn de Verteuil
Miranda Schober	Baron Brown
Tim Nehring	
Kasia Panczyszyn	
Kathleen Blessing	
Peter Hansen	
Karen Smith	
Dave Benson	
Cindy Arnold	
Marie Stark	
Trent Knoles	

- Approval of the minutes from October 11, 2017
 - Karen motioned to approve minutes, Miranda second the motion. All voted to pass the October 2017 minutes.
- 2017 Workshop Feedback / 2017 Planning Team
 - Cindy recently received survey results back. She will review and send to everyone shortly and we can discuss at the December APC meeting.
 - Planning Team will start meetings twice a month starting December 2017.
 - APC will need a materials coordinator for our presentations. Let Cindy know if anyone is interested at this point.
- Ballot Status
 - Ballot 3 & 4- Went to short track ballots, Cindy will follow up and let the committee know the updates.
 - LEC & APC joint ballot- comment period is over, it will be moved to voting.
- Board Meeting Update
 - APC Charter has been approved
 - IFTA building has been sold
 - New Board members have joined, see IFTA Inc. website for more information
 - PCRC guide was ratified and it passed. As of January 2018 the new guide will be used for reviews. Jurisdictions will now be required to complete the guide prior to the review and the reviews will be based on the majority of the information already uploaded to the Clearinghouse.
 - Dual Fuel Special Committee disbanded
 - Annual Reporting Working Group disbanded
 - ITAC disbanded
 - Reminder as of 2018 IFTA Inc. will pay for 1 extra person to go to 1 of 4 workshops. Lonette sent information to Commissioners recently. Make sure your Commissioner is aware and

completes the necessary forms. Keep in mind the registration is open for the Audit Meeting, so be timely if staff are attending that meeting as the 1 of 4 choices.

- Amanda Koeller is resigning from IFTA Inc., her last day will be November 10th.
- 2nd Vice Chair Announcement
 - Miranda has been voted in by the committee as the 2nd Vice Chair. Congratulations Miranda!
- APC – Vacancy (Western Region)
 - Caleb Ross from Idaho- committee voted to accept Caleb as APC new Western Region APC member. Cindy S. will email the Board for final approval.
- Sub-Committees Updates:
 - Best Practices – Peter/Kathy: will review the document this month and will have a draft ready for the next APC meeting for members to review and comment on.
 - New Member Guide – Miranda/Dave: Miranda sent an email with the current draft of the Guide, everyone was asked to please review and send track changes to Miranda and Dave. Miranda is still working on updates to scanned images to incorporate into the Guide.
- Other Business
- Next meeting: December 14, 2017. Have a great month.